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approved schools may choose to administer any content area and grade level of the 2021 operational tests by CBT. All schools are encouraged to administer the stand-alone field tests (SAFTs) by CBT.

Approved schools, as per the above notifications, requesting operational CBT tests must then select the CBT Simulation Period(s) that their school will participate in and the name of their scoring co-lead Scoring Entity. Schools may change their selections up until the closing of the online examination request system on December 11, 2020.

Next, you will proceed to the operational test requesting section where you will be able to indicate each grade for the selected content area that your school will be administering by PBT or CBT. (The default is PBT.) Then enter the quantities of tests needed by your school. You will find several help messages throughout the system to assist you in your request. Be sure to read all the help messages.

Administrators who find that they need additional test materials for any of the tests may return to the online

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test administration period. Details about the Questar Secure Browser can be found in the \_\_\_\_\_

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BEDS



Secure test materials may not be removed from any secure storage location until the day scheduled for the administration of each part of the test, except during the inventory of test materials when the test shipment is received. The shrink-wrapped packages of secure test materials must not be opened during the inventory. All secure test materials must remain sealed until the initial test administration date.

**CONTACT INFORMATION**

For questions regarding the requesting, storing, and administering of the New York State Grades 3-8 English Language Arts and Mathematics Tests and information on Computer-Based Testing, please call the Operations Group at 518-474-8220.

For other questions regarding State assessments, please

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